City of Chicago Department of Planning and Development Special Service Area (SSA) Program

Audit Report Package Transmittal Checklist

This checklist must be completed and submitted with audit report package to City's Department of Planning and Development (DPD) via DPD's SharePoint platform. Note: Effective with 2019 audit report package submissions e-mail submissions are not an acceptable form of transmittal and report packages will be deemed "not submitted" unless they are uploaded into CPD's SharePoint platform. For each SSA submission enter the starting page number for each of the PDF audit report package components listed below. Each required component on the checklist must have a numeric page number, unless otherwise noted.

SSA Name and number: Special Service Area Number 13

SSA Provider Name: Back of the Yards Neighborhood Council

Submission Date: 04-29-2021

Starting PDF Page Number	Audit Report Package Components
	Comparative Financial Statements
3	Statement of Net Position and Governmental Fund Balance Sheet – Current Year
3	Statement of Net Position and Governmental Fund Balance Sheet – Prior Year
4	 Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance – Current Year
4	 Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance – Prior Year
9 - 11	5. Statement of Revenues and Expenditures – Budget and Actual
1-2	Auditor's Opinion on Financial Statements
12	Schedule of Findings – Current and Prior Year, if applicable
12	Corrective Action Plan - Current and Prior Year, if applicable (if findings)*
13	Audit Firm CPA License
14	SSA Budget Summary page for the latest modified/amended budget approved by your SSA commission (for current audit period)
Separate PDF file attached – Yes/No	SSA Detailed SSA Commission Approved Budget
YES	Note: SSA Service Provider must submit detailed budget corresponding to Summary page, noted above, with audit report package.

^{*}required if findings exist

(Back of the Yards Neighborhood Council, Contractor)

Financial Statements and
Supplemental Information
For the Years Ended December 31, 2020 and 2019

SPECIAL SERVICE AREA NUMBER 13 (Back of the Yards Neighborhood Council, Contractor)

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Certified Public Accountants & Consultants

Independent Auditor's Report

To the Board of Directors - Commissioners of Special Service Area # 13 Back of the Yards Neighborhood Council, Contractor Chicago, IL

Report on Financial Statements

We have audited the accompanying statement of financial position of **SPECIAL SERVICE AREA NUMBER 13** (a taxing district authorized by the City of Chicago), which comprise the statement of net position and governmental funds balance sheet as of December 31, 2020 and 2019 and the related statements of activities and governmental funds, revenues, expenditures and changes in fund balance, for the years ended December 31, 2020 and 2019, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of SPECIAL SERVICE AREA NUMBER 13 as of December 31, 2020 and 2019, and its statements of activities and governmental funds, revenues, expenditures and changes in fund balances for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United Statements of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by The Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements is an appropriate operations, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The comparison schedules of actual revenues and expenses to budget for the years ended December 31, 2020 and 2019 on page 9 - 11, summary schedule of findings page 12, audit firm license page 13, and budget summary page 14, are presented for comparison and analysis purposes only and are not a required part of the financial statements but are required by the City of Chicago Department of Housing and Economic Development and the City of Chicago SPECIAL SERVICE AREA NUMBER 13. The supplementary information is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Cary J. Hall & Associates, LLC

April 26, 2021 Chicago, Illinois

SPECIAL SERVICE AREA NUMBER 13 (Back of the Yards Neighborhood Council, Contractor) Statements of Net Position and Governmental Funds Balance Sheets

December 31, 2020 and 2019

			20	2020					2019	61		
ASSETS	9	Governmental Funds	Adjust	Adjustments	Sta	Statement of Net Position	Go	Governmental Funds	Adjustments	nents	Stat	Statement of Net Position
Cash and cash equivalents Real estate taxes prographly less allowance	€	352,620	€9	í	↔	352,620	↔	29,660	↔	,	↔	29,660
for uncollectible taxes of \$140,000	•	1,477,257				1,477,257		1,473,379		1		1,473,379
Total Assets	€	1,829,877	₩	-	↔	1,829,877	€>	1,503,039	69		69	1,503,039
LIABILITIES												
Accounts payable	69	23,268	↔	,	49	23,268	₩.	24,816	€	5	↔	24,816
Total Liabilities		23,268		ı		23,268		24,816		,		24,816
DEFERRED INFLOWS												
Deterred property tax revenue		1,091,441	(1,0	(1,091,441)		r		1,206,767	(1,20	(1,206,767)		1
FUND BALANCE/NET POSITION												
Unassigned		715,168	(7)	(715,168)	-	,	-	271,456	. (27	(271,456)		*
Total Fund Balance		715,168	(7)	(715,168)		1		271,456	(27	(271,456)	A THE REAL PROPERTY OF THE PERSON NAMED IN COLUMN NAMED IN COL	-
Total Liabilities, Deferred Inflows and Fund Balance	69	1,829,877					8	1,503,039				
Net Position - Unrestricted			\$ (1,80	(1,806,609)	↔	1,806,609			\$ (1,478,223)	8,223)	69	1,478,223

Amount reported for governmental activities in the statement of net position are different because:

\$ 271,456	1,206,767	\$ 1478 223
\$ 715,168	1,091,441	4 806 600
Total fund balance - governmental funds Property tax revenue is recognized in the period it is levied rather than	when "available". A portion of the property tax is deferred as it is not available in the governmental funds.	Total Net Position - governmental activities

SPECIAL SERVICE AREA NUMBER 13 (Back of the Yards Neighborhood Council, Contractor)

Statements of Activities and Governmental Funds/Revenues, Expenditures and Changes in Fund Balance For the Years Ended December 31, 2020 and 2019

		2020		9	2019	
	Governmental		Statement of	Governmental		Statement of
REVENUES	Funds	Adjustments	Activities	Funds	Adjustments	Activities
Property Taxes	\$ 1,320,493	\$ (115,326)	\$ 1,205,167	\$ 1,446,339	\$ (72,951)	\$ 1,373,388
Interest income	265		265	253	1	253
Total Revenues	1,320,758	(115,326)	1,205,432	1,446,592	(72,951)	1,373,641
EXPENDITURES/EXPENSES						
Customer Attraction	10,894	τ	10,894	28,358	i	28,358
Public Way Aesthetics	354,822	r	354,822	387,680		387,680
Sustainability and Public Places	3,585		3,585	7,000	1	7,000
Economic / Business Development	27,624		27,624	32,051	ī	32,051
Safety Programs	232,956	Ţ	232,956	463,795	1	463,795
Personnel - Operational Program Support	194,810	ı	194,810	206,998	1	206,998
Administration.						ı
SSA Management .	52,355	1	. 52,355	52,435		52,435
Total Expenditures/ Expenses	877,046	1	877,046	1,178,317	*	1,178,317
Excess of Revenues over (under) Expenses	443,712	(115,326)	328,386	268,275	(72,951)	195,324
Change in Net Position	443,712	(115,326)	328,386	268,275	(72,951)	195,324
FUND BALANCE/NET POSITION			,			·
Beginning of Year	271,456	1,133,816	1,478,223	3,181	1,279,718	1,282,899
End of year	\$ 715,168	\$ 903,164	\$ 1,618,332	\$ 271,456	\$ 1,133,816	\$ 1,478,223
Amount reported for governmental activities in the statement of	ment of net position	net position are different because:	use:			
Net change in fund balance - governmental funds			\$ 443,712			\$ 268,275
Property tax revenue is recognized in the year it is available rather than when it is levied for governmental funds	availåble rather than	when it	(115,326)			(72,951)
Change in Net Position			\$ 328,386			\$ 195,324

SPECIAL SERVICE AREA NUMBER 13 (Back of the Yards Neighborhood Council, Contractor)

Notes to Financial Statements December 31, 2020 and 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

<u>Nature of Reporting Entity</u> - Special Service Area ("SSA") #13 is a taxing district authorized by the City of Chicago located in Chicago, Illinois. Its scope of services is to fund various activities to improve and enhance the Stockyards Industrial Park. The SSA is funded by property taxes levied on properties within the SSA boundaries, which are collected by the Cook County Treasure, and then distributed by the City of Chicago, to the SSA.

Special Service Area # 13 is governed by a Commission whose members are appointed by the Mayor of Chicago. The City of Chicago contracted with the Back of the Yards Neighborhood Council to perform administrative duties as the service provider for this SSA during the reporting period. Back of the Yard's Neighborhood Council is Illinois not-for-profit corporation that is exempt from federal income taxes under Section 501 s(3) of the Internal Revenue Code.

Government-Wide financial statements (Statement of Net Positions and Statement of Activities) are prepared using the economic resources measurement focus and the accrual basis of accounting for all of the SSA's activities. The Fund Financial Statements, which focus on the SSA's governmental fund's current financial resources measurement, are prepared on the modified accrual basis.

The SSA accounts for its activities in one fund, its general fund.

<u>Measurement Focus, Basis of Accounting and Financial Statement Presentation</u> - The government-wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year in which they are levied.

The governmental fund financial statements are prepared on the modified accrual basis of accounting, with only current assets and liabilities included on the balance sheet. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available to finance expenditures of the current period. Available means collected within the current period or soon enough thereafter to be used to pay liabilities of the current period. Property taxes are susceptible to accrual and recognized as a receivable in the year levied. Revenue recognition is deferred unless the taxes are received within 60 days subsequent to year-end. Expenditures are recorded when the liability is incurred.

The financial statements of the SSA have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental units, hereafter referred to as GAAP (generally accepted accounting principles).

SPECIAL SERVICE AREA NUMBER 13 (Back of the Yards Neighborhood Council, Contractor)

Notes to Financial Statements
December 31, 2020 and 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

The accepted standard-setting body for established government accounting and financial reporting principles is GASB (the Governmental Accounting Standards Board).

<u>Fund Equity/Net Position</u> - Governmental fund equity is classified as fund balance. Fund balance is further classified as non-spendable, restricted, committed, assigned or unassigned. Non-spendable fund balance cannot be spent because of its form. Restricted fund balance has limitations imposed by enabling legislation or an outside party. Committed fund balance is a limitation imposed by the SSA board through approval of resolutions. Assigned fund balances is a limitation imposed by a designee of the SSA board. Unassigned fund balance is the net resources in excess of what can be properly classified in one of the above four categories.

When both restricted and unrestricted fund balances are available for use, it is the SSA's policy to use restricted fund balances first, then unrestricted fund balances. Furthermore, committed fund balance is reduced first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications can be used.

For the government-wide financial statements, net position is reported as invested in capital assets net of related debt, restricted or unrestricted. Invested in capital assets, net of related debt, if applicable, is comprised of the net capital asset balance less any related debt. Restricted net position is when restrictions are placed on net assets from 1) externally imposed by creditors, grantors, contributors or laws or regulations of other governments or 2) imposed by law through constitutional provisions or enabling legislation. The remaining net position is classified as unrestricted.

<u>Cash and Cash Equivalents</u> - Cash and cash equivalents is defined as short-term liquid investments such as cash in banks, money markets and other financial instruments that can be reduced to cash in thirty days or less. The Organization maintains its cash in bank accounts, which, at times, may exceed the federally insured limits. The Organization has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on cash and cash equivalents. The Organization has established a separate checking account and all tax revenue funds are automatically deposited into this checking account. The Contractor did not commingle Service Tax funds with funds from any other source.

Special Service Area Agreement - The City of Chicago has established a special service area known and designated as "Special Service Area Number 13" to provide special services in addition to those services generally provided by the City.

(Back of the Yards Neighborhood Council, Contractor)

Notes to Financial Statements

December 31, 2020 and 2019

Back of the Yards Neighborhood Council has been designated as "Contractor" under terms of the agreement. The City has authorized a levy not to exceed 2.5% of the equalized assessed value of all property within the area to produce sufficient revenues to provide those special services.

<u>Date of Management's Review</u> - Management has evaluated subsequent events through April 26, 2021, the date on which the financial statements were available to be issued.

NOTE 2 - CONCENTRATIONS

The Special Service Area receives 100% of its operating support from revenues collected from taxes levied or imposed upon property within the area.

NOTE 3 - RELATED PARTY TRANSACTIONS

The Organization is an affiliate of the Special Service Area Numbers 7, 10 and 39 and Back of the Yards Neighborhood Council. The Organization contracts with Back of the Yards Neighborhood Council as sole service provider in order to administer and provide direct services on behalf of the Organization which has no employees.

The service provider transactions for the years ended December 31, 2020 and 2019 are summarized below:

		2020		2019
Special events	\$	-	\$	1,922
Equipment lease		-		8,000
Bookkeeping		3,000		2,917
Office rent		15,000		15,000
Office utilities	ř	9,000		9,000
Office supplies .		1,996		1,958
Office equipment		3,500		3,498
Office printing		2,458		2,500
Postage		2,000		2,000
Bank fees		500		500
Supplemental transit		2,253		167
Wi-Frastructure		-		810
Insurance		8,000		8,000
Personnel		443,712		498,553
Total expenses	\$	491,419	\$	554,825

(Back of the Yards Neighborhood Council, Contractor)

Notes to Financial Statements December 31, 2020 and 2019

NOTE 4 - PROPERTY TAXES

Property taxes become an enforceable line on real property on January 1 of the year it is levied. Taxes are payable in two installments in the subsequent year. The first installment is an estimate based on the year billed levy (55%) and is due in march. The second installment is due on August 1, or 30 days from the mailing of the tax bills if issued later than July 1. The second installment is based on the remaining amount of the levy on file with the County. Bills are issued and collected by Cook County who remits the SSA's share to the City who remits the monies to the SSA.

SUPPLEMENTARY INFORMATION

SPECIAL SERVICE AREA NUMBER 13
(Back of the Yards Neighborhood Council, Contractor)
Schedules of Revenue and Expenditures - Budget and Actual
For the Years Ended December 31, 2020 and 2019

	Variance		\$ 257,289	(53,683)		(50,000)	253	153,859			(1,131)	(3,191)	(6,110)	(2,600)	(4,010)	(22,042)		ı	(6,552)	(6,917)	,	(11,908)	1	(50,298)	(3,000)	(4)	5,192	(73,487)
2019	Budget		\$ 1,036,323	33,966	172,444	50,000		1,292,733			3,500	14,000	14,000	14,000	4,900	50,400		1	118,060	35,000	,	33,500	,	248,607	3,000	15,000	8,000	461,167
	Actual		\$ 1,293,612	(19,717)	172,444	ì	253	1,446,592			2,369	10,809	7,890	6,400	890	28,358		T	111,508	28,083	,	21,592	í	198,309	,	14,996	13,192	387,680
	Variance		\$ 270,876	(58,552)	(188,952)	(86,000)	265	(62,363)			(66)	(8,944)	(5,000)	(15,000)	(2,623)	(31,666)		(18,312)	(76,375)	(18,339)	(18,000)	(1,613)	(20,348)	(31,558)	(2,000)	6,833	(9,300)	(192,012)
2020	Budget		\$ 1,091,441	16,728	188,952	86,000	1	1,383,121			3,000	15,500	5,000	15,000	4,060	42,560		18,312	94,161	41,000	18,000	3,500	45,618	305,243	5,000	t	16,000	546,834
	Actual		\$ 1,362,317	(41,824)		,	265	1,320,758			2,901	6,556	,	ı	1,437	10,894		,	17,786	22,661	i	1,887	25,270	273,685	,	6,833	, 6,700	354,822
		REVENUES	Real estate taxes current period	Real estate taxes prior period	TIF rebate	Real estate taxes - carryover	Interest and other income	Total Revenues	EXPENDITURES	Customer Attraction	Website	Special events	Decorative banners	Holiday decorations	Display advertising	Total Customer Attraction	Public Way Aesthetics	Acid etching removal and/or prevention	Landscaping	Streetscape elements	Public art	Sidewalk maintenance - material and supplies	Sidewalk maintenance - service contract	Maintenance - on staff personnel	City permits	Equipment lease	, Gate repair and maintenance	Total Public Way Aesthetics

SPECIAL SERVICE AREA NUMBER 13

(Back of the Yards Neighborhood Council, Contractor)

Schedules of Revenue and Expenditures - Budget and Actual For the Years Ended December 31, 2020 and 2019

		2020			2019	
	Actual	Budget	Variance	Actual	Budget	Variance
Sustainability and Public Places Garbage / recycling material program	3,585	7,000	(3,415)	2,000	2,000	
Total Sustainability and Public Places	3,585	7,000	(3,415)	7,000	7,000	
Economic / Business Development Site marketing Supplemental transit	- 7.624	8,180	(8,180)	2,050	12,100	(10,050)
Data collection	20,000	20,000		20,000	20,000	
Total Economic / Business Development	27,624	72,462	(44,838)	32,051	42,100	(10,049)
Safety Programs Public way surveillance cameras/maintenance Security patrol services	232.956	31,728	(31,728)	36,610	40,000	(3,390)
Total Safety Programs	232,956	486,017	(253,061)	463,795	470,166	(6,371)
Personnel Program personnel cost allocation	194,810	173,848	20,962	206,998	207,000	(2)
Total Personnel	194,810	173,848	20,962	206,998	207,000	(2)
SSA Management						
Annual report	1	200	(200)	ı	ī	ı
Audit	4,500	4,500		4,500	4,500	ř
Bookkeeping	3,000	3,000	,	2,917	3,500	(583)
Office rent	15,000	15,000	,	15,000	15,000	
Office utilities	000'6	9,000	,	000'6	000'6	

SPECIAL SERVICE AREA NUMBER 13
(Back of the Yards Neighborhood Council, Contractor)
Schedules of Revenue and Expenditures - Budget and Actual
For the Years Ended December 31, 2020 and 2019

		2020			2019	
	Actual	Budget	Variance	Actual	Budget	Variance
SSA Management - continued						
Office supplies	1,997	2,000	(3)	1,958	2,000	(42)
Office equipment lease / maintenance	3,500	3,500	1	3,498	3,500	(2)
Office printing	2,458	2,500	(42)	2,500	2,500	ı
Postage	2,000	2,000	1	2,000	2,000	ı
Meeting expense	ī	1,000	(1,000)	162	1,500	(1,338)
Banking fees	200	200	1	200	200	ı
Conferences and training	•	200	(200)	ì	200	(200)
Storage fees	2,400	2,400	1	2,400	2,400	t
Liability / property insurance	8,000	8,000	ı	8,000	8,000	T .
Total SSA Management	52,355	54,400	(2,045)	52,435	54,900	(2,465)
Total Expenses	877,046	1,383,121	(506,075)	1,178,317	1,292,733	(114,416)
Excess of Revenues over (Under) Expenditures	\$ 443,712		\$ 443,712	\$ 268,275	φ.	\$ 268,275

The accompanying notes are an integral part of the financial statements.

(Back of the Yards Neighborhood Council, Contractor)

Summary Schedules of Findings
For the Years Ended December 31, 2020 and 2019

We have read the requirements of the Service Provider Agreement between Special Service Area # 13, Contractor, and the City of Chicago. Based on our understanding of the agreement and the facts surrounding the performance under the agreement, we noted no exceptions.

Based on our understanding of the agreement and the facts surrounding the performance under the agreement, we noted no exceptions. Many contractual items were included in the agreement which dealt with non-accounting and non-financial matters which we had no knowledge.

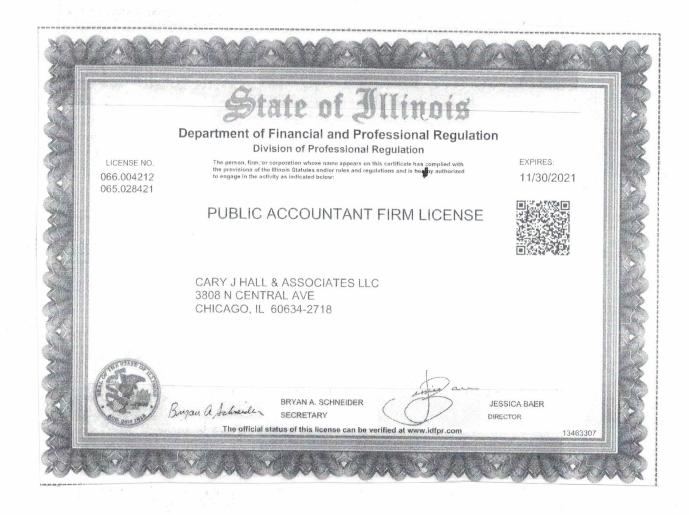
Certain items of emphasis are provided:

SIGNIFICANT ASSUMPTIONS

	with the final party and the same and the sa	2020	2019
Current Year Levy	\$	1,091,441	\$ 1,206,767
Uncollected balance in prior year levies .	\$	1,477,257	\$ 1,473,379
Prior year deferred revenue was	\$	1,206,767	\$ 1,279,718

Allowance is approximately 5 % of the receivable in loss collection.

SPECIAL SERVICE AREA 13 (BACK OF THE YARDS NEIGHBORHOOD COUNCIL, CONTRACTOR) FIRM LICENSE FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019



SPECIAL SERVICE AREA # 13 (BACK OF THE YARDS NEIGHBORHOOD COUNCIL, CONTRACTOR) BUDGET SUMMARY

FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019

Exhibit A Budget

Special Service Area # 13

SSA Name:

Stockyards Industrial Park

2020 BUDGET SUMMARY

Budget and Services Period: January 1, 2020 through December 31, 2020

2019 Levy **Estimated** Estimated Collectable Carryover **TIF Rebate** Late Total **CATEGORY** Loss Levy Funds Fund# Collections All Sources Collection and Interest 1.00 Customer \$14.260 \$0 \$0 \$28,300 \$0 \$42,560 Attraction 2.00 Public Way \$406,743 \$4,000 \$44,500 \$82.863 \$8,728 \$546,834 **Aesthetics** 3.00 Sustainability and \$7,000 \$0 \$0 \$0 \$0 \$7,000 **Public Places** 4.00 Economic/ \$62,462 \$0 \$3,500 \$6.500 \$0 \$72,462 **Business Development** 5.00 Safety Programs \$356,000 \$12,728 \$38,000 \$71,289 \$8,000 \$486,017 6.00 SSA Management \$54,400 \$0 \$0 \$0 \$0 \$54,400 7.00 Personnel \$173.848 \$0 \$0 \$0 \$173.848 Sub-total \$1,074,713 \$16,728 GRAND \$1,091,441 Levy Total \$86,000 \$188,952 \$16,728 \$1,383,121 **TOTALS**

LEVY ANALYSIS	5
Estimated 2019 EAV:	
Authorized Tax Rate Cap:	1.900%
Maximum Potential Levy limited by Rate Cap:	\$2,962,450
Requested 2019 Levy Amount:	\$1,091,441
Estimated Tax Rate to Generate 2018 Levy:	0.7000%